

228505/94

**CITY OF RIVERSIDE**  
**HUMAN RESOURCES DEPARTMENT**  
**CLASSIFICATION SPECIFICATION**

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City Council

**TITLE: POLICE PILOT (CIVILIAN)**

**DEFINITION**

Under general supervision, to perform non-sworn skilled duties in the piloting of a police helicopter in support of specialized aerial law enforcement and crime prevention work; to assist in the maintenance and inspection of police helicopters; and to perform related work as required.

**REPORTS TO:** Police Sergeant (Aviation Unit Supervisor)

**DISTINGUISHING CHARACTERISTICS**

This is a non-sworn temporary part-time (no benefits) classification in which duties are restricted to the piloting of a police helicopter in support of police and fire ground operations. Incumbents in this classification are placed on a stand-by list and are required to respond to assigned shift work.

**SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from the Police Sergeant assigned as the Aviation Unit Supervisor. May also receive lead direction from a Police Officer Observer.

**EXAMPLES OF DUTIES**

Duties may include, but are not limited to, the following:

- Pilot a police helicopter working as team member with a Police Officer Observer who has the law enforcement responsibility for the mission.
- Aid, assist, and coordinate from the air with ground units in all phases of Police and Fire Department activity, including routine patrols, traffic enforcement, vehicle pursuits, responses to criminal incidents, aerial surveillance, crowd control, search and rescue operations, and emergency responses in time of disaster.
- Determine paths, altitudes, speeds, and general conduct of the flights in accordance with the manufacturer's aircraft flight manual, Federal Aviation Regulations, Police Department procedures and regulations, and all standard and conventional flight safety procedures.
- Conduct thorough pre-flight and post-flight inspections of the aircraft and auxiliary equipment; coordinate with mechanics and submit reports as required concerning detected damage, malfunctions, and maintenance issues; maintain aircraft flight time logs and other related operational and flight records.
- Submit oral and/or written reports concerning observations of criminal activity and/or law enforcement actions; serve as a witness and testify in legal or administrative proceedings as required.

**QUALIFICATIONS****Knowledge of:**

- Uses, characteristics, capabilities, and operation of a helicopter.
- Record-keeping and reporting procedures.

- Aircraft flight manuals, Federal Aviation Regulations, and all standard and conventional flight safety procedures.
- Pre-flight and post-flight aircraft inspection guidelines.

**Ability to:**

- Operate a police helicopter in patrolling the City on routine and special assignments and perform pre- and post-flight inspections of the aircraft.
- Maintain effective working relationships with law enforcement officers and maintenance personnel.
- Communicate effectively, both orally and in writing.
- Analyze situations and adopt effective courses of action under stressful situations.
- Learn and follow Police Department procedures and regulations.

**Education and Experience:**

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: Graduation from high school or satisfactory equivalent.

Experience: A minimum of 1,500 logged rotorcraft hours as pilot-in-command, of which 500 hours must be in turbine engine powered rotorcraft, and of which 50 hours must be in MD 500 D/E models.

**MEDICAL CATEGORY:** Group 2

**NECESSARY SPECIAL REQUIREMENTS**

Possession of a valid Commercial Pilot Rotorcraft certificate, with no limitations, restrictions, or waivers.

Possession of a valid Class "I" Medical Certificate with no limitations or restrictions.

Possession of a Class "C" California Driver's License.

Must be willing to work variable hours as necessary including day and night shifts.

Must be available for emergency duty at any hour.

**CAREER ADVANCEMENT OPPORTUNITIES**

**FROM:** Police Pilot (Civilian)

**TO:** Police Pilot